



Form GSOP 1-PIN (04/98)

STATE OF CALIFORNIA  
Department of General Services - Office of Procurement

**PURCHASE ORDER**

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Purchase Order No. Rev. Date  
**62282** 12/29/2008

Supplier No. 812727	Solicitation No. 57220	Delivery Date As Specified	FOB Point Destination	Invoice Terms N45
<i>S h T i o p</i> DEPT OF GENERAL SERVICES OFC OF FLEET & ASSET MGMT 1700 NATIONAL DRIVE SACRAMENTO, CA 95834		<i>C h a T r o g e</i> GENERAL SERVICES P-07 OFC OF FLEET & ASSET MGMT (SAME AS SHIP TO ADDRESS)		
Agency Billing 30104	Agency Purchase Estimate 3128663	Purchase Estimate 67389	Revision 0	
Agency Contact ROBERT HORSLEY		Phone 916-928-6857	Date Received	

THE MCFARLANE GROUP, INC  
79 WINDING HILL DRIVE  
HACKETTSTOWN, NJ 07840

Phone: 480-802-0141

Item No.	Quantity	Unit	Commodity Code	Description	Unit Price	Extension
<p><u>TERMS AND CONDITIONS:</u></p> <p>THE ATTACHED STATEMENT OF WORK CONSISTING OF FIVE (5) PAGES IS PART OF THIS AGREEMENT.</p> <p>THE FOLLOWING DOCUMENTS ARE INCORPORATED INTO THIS AGREEMENT AND MAY BE VIEWED AT THE WEBSITE LISTED.</p> <p>1. IT General Provisions, GSPD-401IT Revised and Effective 4/12/2007 <a href="http://www.documents.dgs.ca.gov/pd/modellang/GPIT0407.pdf">http://www.documents.dgs.ca.gov/pd/modellang/GPIT0407.pdf</a></p> <p>2. IT Software License Special Provisions (Effective 01/21/2003) <a href="http://www.documents.dgs.ca.gov/pd/modellang/softwarepecial012103.pdf">http://www.documents.dgs.ca.gov/pd/modellang/softwarepecial012103.pdf</a></p>						
1	3	EA	9091-250-0052-8	SOFTWARE SUPPORT & MAINTENANCE SOFTWARE SUPPORT AND MAINTENANCE - (CSPS) CALIFORNIA SURPLUS PROPERTY SYSTEM- RENEWAL	26,292.0000	78,876.00

Total Value: 78,876.00

NOTE:

Sales and/or use tax to be extra unless noted above

Buyer <i>Marty Zubeidi</i> MARTY ZUBEIDI	Phone 916-375-4435	BOC Number
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**Department of General Services - Office of Procurement**

## Form GSOP 2-PIN (04/98)

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<i>Purchase Order No.</i>	<i>Revision</i>	<i>Date</i>	<i>Supplier No.</i>	<i>Supplier Name</i>
62282		12/29/2008	812727	THE MCFARLANE GROUP, INC

Item No.	Quantity	Unit	Commodity Code	Description	Unit Price	Extension
<p>Electronic download only. There will be no tax charged against this Purchase Order.</p> <p><u>CHANGE ORDERS:</u></p> <p>This Purchase Order may be amended, modified, or terminated at any time by mutual agreement of the parties in writing. Change orders amending, modifying or terminating the Purchase Order, including any modifications of the compensation payable, may be issued only by the State Procurement Officer. All such change orders shall be in writing and issued only upon written concurrence of the supplier. Termination, as that term is used in this section, does not include termination for default of the supplier.</p> <p><u>STATE CONTRACTS AND PROCUREMENT REGISTRATION:</u></p> <p>This Purchase Order has been registered into the State Contracts and Procurement Registration System (<a href="https://www.scprs.dgs.ca.gov">https://www.scprs.dgs.ca.gov</a>). The Registration Number is: 17601208350160</p>						

**Department of General Services  
Office of Fleet and Asset Management**

**STATEMENT OF WORK**

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**California Surplus Property System Project**

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This Statement of Work ("Agreement") reflects the services to be provided by The McFarlane Group, formerly Crockett and Associates, and hereinafter referred to as the "Contractor," for the Department of General Services, Office of Fleet and Asset Management, hereinafter referred to as the "State".

**SCOPE:**

The Contractor will provide annual maintenance/support for the California Surplus Property System. Maintenance/support will include the following services:

- 24x7 Phone Support.
- Software version upgrades.
- Patches and Fixes.
- The State shall be notified by the Contractor of all patches and software upgrades mentioned above and such patches and version upgrades shall be distributed via electronic download as soon as they are publicly released.
- Developer testing on all customized software product deliverables.
- All software development and integration for the bar-coding customization including formatting printers, and scanning devices, as specified in the Acceptance Criteria for that application.
- System integration testing to assure proper integrated functionality of all software provided by Crockett and Associates.
- Ensure that web application customization will conform to the Governor of California's Web Standards.
- Maintain output in the proper format for the printers being used and continue software support to the handheld Intermec Computer devices suitable for the collection, gathering and transmission of data.

**WHAT THIS SYSTEM IS:**

- The CSPS software system is owned by McFarlane Group Inc. which provides DGS with the executables only. In the event that the McFarlane Group no longer supports this application, the contractor will provide DGS with the source code and documentation necessary for DGS to support the application.
- All applications listed below are written in Microsoft Visual Basic Version 6.0.

- SPSM.exe is the main CSPA application used by DGS for daily operations.
- Maintenance.exe used by administrative staff for pick list and system configuration.
- QA.exe is used to generate ad-hoc queries.
- SuperSecureIDCreator.exe is used by the dba to create SQL logins and user names.
- SuperSecureSQLSecurity.exe is used by the dba to set user database permission.
- CSPA web application – combination of dll's written in Visual Basic and asp pages. The functionality includes agency registration and log on, submission of STD 152's and STD 158's and inventory lookup.

#### SYSTEM HARDWARE AND SOFTWARE:

- There is no hardware provided by the contractor. See above for software.

#### SUPPORT OF THE HARDWARE AND SOFTWARE:

- The contractor's support for hardware is limited to having written the software to be compatible with DGS hardware.
- Software support includes maintaining compatibility with new versions of other software that DGS might upgrade to such as Microsoft Office and SQL Server, providing bug fixes and minor modifications to the contractors applications, unlimited user support such as questions or investigation of data issues that may arise. The contractor has been provided with a connected.dgs.ca.gov login and password with access to the server location where the applications are stored. As needed, the contractor copies the updated versions of the programs to the appropriate locations.

#### BAR CODE FUNCTIONALITY:

- The contractor provided the application that runs on the Intermec barcode scanners that is used to receive property and print barcode labels. It consists of a dll and several small asp pages that run via a browser converter program provided by Intermec. The asp pages are designed to work with the functionality of the Intermec scanners and printers.

#### WIRELESS ISSUE:

- The handheld scanners are wireless but nothing to do with the wireless system or the scanner hardware relates to this maintenance agreement.

INFORMATION TECHNOLOGY SUPPORT DIVISION'S INSTALLATION AND SUPPORT INSTRUCTION RESPONSIBILITIES:

- ITSD is responsible for adding new users to the database and setting permissions as well as executing any schema changes that the contractor provides. The contractor does not have maintenance responsibility for any hardware, network, servers, pc's scanners, printers, etc.

CONTRACTOR'S SUPPORT RESPONSIBILITIES:

- These have been outlined above in this document

SYSTEM DIAGRAM AND DOCUMENTATION

- Not applicable to this maintenance agreement

PRINTER SUPPORT AND INTERFACE WITH THE SYSTEM:

- The contractor is not responsible for printer support, only to ensure that the applications can print.

RESPONSIBILITIES FOR UPGRADES AND PATCHES TO HARDWARE AND SOFTWARE PLAN FOR UPGRADING DEVICES:

- Contractor upgrades to the software will be made through the connected.dgs.ca.gov account with access to the appropriate folders where applications are located. The contractor connects and uploads updates. If new barcode scanners are purchased that use a different methodology or operation system such as Windows CE, the barcode applications will require rewriting which is not included in this Maintenance Agreement.

**WEB APPLICATION RESPONSIBILITIES:**

- The contractor is responsible for the application portion of the CSPS website application that the contractor provided and will insure that it functions correctly. DGS is responsible for maintaining the web server on which it runs.

**ADA, USABILITY AND GOVERNOR'S WEB STANDARDS**

- The contractor will meet whatever requirements are necessary.

**THE ACCEPTANCE CRITERIA MENTIONED ABOVE:**

- This refers to the acceptance of the original CSPS database. No acceptance criteria are required in this Maintenance Contract.

**PERIOD OF PERFORMANCE**

The term of this Agreement will be effective the date the Purchase Order is signed, through 6/30/2011.

**BILLING INFORMATION**

The Contractor shall submit invoices (including the purchase order number) to the following address:

Office of Fleet and Asset Management  
Attention: Accounts Payable  
1700 National Drive  
Sacramento, CA 95834

**POINTS OF CONTACT**

**Contractor Primary Contact:**

Robert McFarlane, President  
79 Winding Hill Drive  
Hackettstown, NJ 07840  
Ph: 480-802-0141  
Fax: 480-626-2946  
Email: [bobm@tmgca.com](mailto:bobm@tmgca.com)

State's Primary Contact:

Dan McDonough, Staff Services Manager  
1700 National Drive  
Sacramento, CA 95834  
Ph: 916-928-5807  
Fax: 916-928-9895  
Email: [dan.mcdonough@dgs.ca.gov](mailto:dan.mcdonough@dgs.ca.gov)

Please forward renewal notices to the attention of the State's Primary Contact.

**TERMINATION**

The State reserves the right to cancel maintenance at anytime with a thirty (30) day written notice. Notification of cancellation will be sent to the Contractor's Project Manager.